



**Solihull
Healthcare
Partnership**

Document ID:

HR03-04

Issue Date:

April 2021

Revision:

2

Job Description & Person Specification

Approved by:

HR

Job Title:	Advanced Nurse Practitioner
Reporting To:	Clinical Lead for Acute Care
Payscale	H1

1. Job Role / Purpose:

As an experienced nurse, you will act within your professional boundaries. You will provide a first line assessment of care via telephone triage and face to face assessment. You will take an initial history and clinical assessment to provide a diagnosis, treatment and evaluation of the patient's care. You will demonstrate safe, clinical decision-making and expert care for patients within the general practice.

You will work collaboratively within the multidisciplinary general practice team to meet the needs of patients, supporting the delivery of policy and procedures, and providing nurse leadership as and when required. We are looking for highly motivated Advanced nurse practitioner's with independent prescribing skills to join our new winter pressures acute care hub at Blossomfield Surgery. The hub has been created for allied healthcare professionals under the support of the acute care team including GP's to help manage the acute care demands for SHP PCN. The role will require you to provide timely, high quality, person centred clinical care to patients addressing their current urgent care needs. Acting as a self-directed practitioner providing and evaluating the highest standard of evidence based clinical care to patients

In addition to providing front line patient care you will be expected to monitor patients with certain chronic care needs for which prior training will be provided, undertake audit as necessary and assist with surgery paperwork and pathology laboratory evaluation.

2. Key Duties & Responsibilities:

Clinical practice

- Assess, diagnose, plan, implement and evaluate treatment/interventions and care for patients presenting with an undifferentiated diagnosis
- Assess, diagnose, plan, implement and evaluate interventions/treatments for patients with complex needs. Proactively identify, diagnose and manage treatment plans for patients at risk of developing a long-term condition (as appropriate)
- Assess, treat and educate patients as required, making use of prescribing experience to prescribe safe, effective and appropriate medication as defined by current legislative framework.
- Prioritise health problems and intervene appropriately to assist the patient in complex, urgent or emergency situations, including initiation of effective emergency care
- Support patients to adopt health promotion strategies that promote healthy lifestyles, and apply principles of self-care
- Make professionally autonomous decisions for which you are accountable



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- Book diagnostic investigations as indicated.
- Refer patients directly to other services/agencies as appropriate
- Follow up patients as required by clinical need and guidelines within scope of practice
- Undertake the assessment of pathology reports and direct for further action as warranted
- Complete medical reports for various agencies, including DWP and insurance companies (where it does not specifically require completion by a GP)

Delivering a quality service

- Recognise and work within own competence and professional code of conduct as regulated by the NMC. Produce accurate, contemporaneous and complete records of patient consultation, consistent with legislation, policies and procedures
- Deliver care according to NICE guidelines and evidence-based care
- Assess effectiveness of care delivery through self and peer review, benchmarking and formal evaluation
- Initiate and participate in the maintenance of quality governance systems and processes across the organisation and its activities
- Utilise the audit cycle as a means of evaluating the quality of the work of self and the team, implementing improvements where required
- In partnership with other clinical teams, collaborate on improving the quality of health care responding to local and national policies and initiatives as appropriate
- Support and participate in shared learning across the practice and wider organisation
- Understand and apply legal issues that support the identification of vulnerable and abused children and adults, and be aware of statutory child/vulnerable patients health procedures and local guidance
- Act as nurse advisor to other members of the Primary Healthcare team.
- Encourage and develop teamwork within the practice.
- Help the practice operate in a cost-effective manner.
- Identify and manage nursing care risks on a continuing basis.
- Participate in practice meetings and practice management meetings, reporting progress as required. Participate in audits and inspections as appropriate.
- Work closely with the doctors and administrative managers in the setting up and/or improving of practice systems for monitoring/measuring performance against Clinical Governance and Quality Indicator targets.
- Ensure that all Practice Policies are fully implemented.

3. Other Responsibilities

Health and Safety

- To comply with the Health and Safety at Work etc. Act 1974.



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- To take responsibility for their own health and safety and that of other persons who may be affected by their own acts or omissions.

Equality and Diversity

- To carry out at all times their responsibilities in line with Equal Opportunities Policy and Procedure.

Risk Management and Clinical Governance

- To work within the Clinical Governance Framework of the practice, incorporating Risk Management and all other quality initiatives and all aspects of CQC implementation.

Confidentiality

- To maintain confidentiality of information relating to patients, clients, staff and other users of the services in accordance with the General Data Protection Regulations 2018 including outside of the work environment. Any breach of confidentiality may render an individual liable for dismissal and/or prosecution.

Safeguarding

- Whilst in post, staff are expected to acquire and update their knowledge on safeguarding as per the intercollegiate document requirements and SHP policies.

Professional development

- The post holder will participate in any training programme implemented by the practice as part of this employment
- To participate in an annual individual performance review, including taking responsibility for maintaining a record of own personal and/or professional development

General

- To undertake any other duties commensurate with the role, within the bounds of their own competence as guided by the attached management framework.
- To work across the various SHP sites as required.
- In light of national policy and due to the needs of the business it may be necessary for the Partnership to alter the opening hours of the surgeries. This could incorporate different opening hours and weekend working which may affect when you are required to work. The post holder is expected to be flexible and accommodating, following consultation, in terms of any changes to operating times in the future.

SHP Vision Statement: To be the most respected Primary Care provider in the Birmingham and Solihull Region.

Mission Statement:



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Sustainable Primary Care services that meet the needs of our patients and commissioners.

Have a united, strong and financially viable organisation.

Practice of choice for our patients and the employer of choice for our people.

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PERSON SPECIFICATION

	Essential /Desirable	Shortlisting
Qualifications		
RGN Qualification	E	A
Accredited training in chronic disease management	E	A
Independent prescribing qualification	E	A
Mentor/teaching qualification	D	A
Experience		
Has worked autonomously in an advanced nursing role	E	A
Worked within a primary care or general practice	E	A
Demonstrable experience in triage	E	A
Experience of case management	E	A/I
Experience of conducting audits	E	A/I
Experience in handling and updating QOF data	E	A
Skills/Knowledge		
Clinical examination skills	E	A
Communicates effectively with patients and carers, recognising the need for alternative methods of communication to overcome difficult levels of understanding, cultural background and preferred ways of communicating, whilst ensuring the patient is fully informed	E	A/I
Management of patients with long term conditions	E	A
Knowledge of health promotion strategies	E	A/I
Knowledge of clinical governance issues in primary care	E	A
Effective decision making and negotiation skills	E	A/I
Ability to problem solve whilst working under pressure	E	A
Excellent organisational skills	E	A/I
Accountability of own role and other roles in a nurse-led service	E	A/I
IT skills (MS Office and EMISweb)	E	A
Other		
Flexibility to meet the needs of the business	E	I
Able to travel to all SHP sites	E	I
DBS required	E	-